

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Cuyahoga Metropolitan Housing Authority

Public Housing Agency Plan

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2004

December 15, 2003

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

(1) To Be completed for Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.
Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**PHA Plan
Agency Identification**

PHA Name: Cuyahoga Metropolitan Housing Authority

PHA Number: OH12F003

PHA Fiscal Year Beginning: 1/2004

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

- ☒ Main administrative office of the PHA
1441 West 25th Street
Cleveland, Ohio 44113
Contact: Scott Pollock (216-348-5911)
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☒ PHA website: www.cmha.net
- ☐ Other (list below):

PHA Plan Supporting Documents are available for inspection at:

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

FIVE-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is:

To provide quality affordable housing to eligible low-income residents of Cuyahoga County and to establish the community partnerships necessary for CMHA residents to achieve personal goals related to: literacy and education; health and wellness; and job training and employment leading to economic self sufficiency, and homeownership. We strive to support this mission by ensuring integrity in our operational and financial management while providing:

- **Good, stable housing** through diligent upkeep, preventative maintenance and substantial modernization of public housing properties, new development, and high utilization of Section 8 vouchers as well as recruiting of good private landlords;
- **Safe environment** where residents live and employees work;
- **Social services** delivered directly and through community partners intended to empower residents and to improve their quality of life; and
- **Human resource training and staff development** to enable employees to be highly productive, efficient, and both results and customer service oriented.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
 - ☒ Apply for additional rental vouchers:
Maximum number based on availability of funding and units within the private rental market
 - ☒ Reduce public housing vacancies:
Implement a plan to reduce vacancy rate, adjusted for modernization, to 8% in 2000 and 2001, 7% in 2002, 4% in 2003, and then maintaining a 3% vacancy rate, adjusted for modernization, in 2004 and beyond.
 - ☒ Leverage private or other public funds to create additional housing opportunities:
Initial Tax Credit Development Project submission in 2001
Initial Tax Credit Project Completion within 2 years of award
Continuing sponsorship/intermediary for project based affordable housing development and preservation
 - ☒ Acquire or build units or developments:
Implement replacement housing component of HOPE VI based upon the Revitalization Plans for Carver Park and Riverview during 2002-2004
Develop replacement housing pursuant to the revised Revitalization Plan for King Kennedy North during 2002-2006
 - ☒ Other:
HOPE VI application submission in 2001
Achieve/maintain 98% Section 8 program lease-up rate in years 2000-2004
Landlord outreach to support deconcentration of tenant based voucher program
- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:
 - ☒ Improve public housing management:
Maintain standard performance level and improve scores as measured by PHAS indicators
 - ☒ Improve voucher management:

- ☒
 Maintain high performer level as measured by SEMAP scoring
- ☒
 Increase customer satisfaction:
 - Maintain standard performance level and improve scores on PHAS Resident Satisfaction indicator
- ☒
 Concentrate on efforts to improve specific management functions:
 - Address all PHAS/SEMAP deficient indicators within one year or in accordance to a timeline specified in a corrective action plan
- ☒
 Renovate or modernize public housing units:
 - Revitalization of public housing stock completed for (3) existing HOPE VI projects by 2004
 - Evaluate housing stock as part of Asset Management study in 2001
- ☒
 Demolish or dispose of obsolete public housing:
 - Timely completion of four planned demolition projects
 - Housing Stock Conversion Assessment in 2001
- ☒
 Provide replacement public housing:
 - Tax credit development and homeownership initiatives during years 2001-2004
 - Implement a project based voucher program by 2002
- ☒
 Provide replacement vouchers:
 - Continue to effectively administer replacement housing and HUD enforcement action voucher program
- ☐
 Other: (list below)

- ☒
 PHA Goal: Increase assisted housing choices
 - Objectives:
 - ☒
 Provide voucher mobility counseling:
 - Apply for mobility vouchers, if offered
 - ☒
 Conduct outreach efforts to potential voucher landlords
 - Expand the Section 8 marketing plan in 2002
 - Implement and upgrade interactive landlord/unit database web site 2000-2004
 - ☒
 Increase voucher payment standards
 - Conduct annual assessment and revisions in each year 2001-2004
 - Annual reporting of payment standards and rent burden beginning in 2000
 - ☒
 Implement voucher homeownership program:
 - Feasibility study in 2001
 - Implement a Section 8 homeownership program no later than 2002
 - ☒
 Implement public housing or other homeownership programs:
 - Implement a public housing scattered site homeownership program no later than 2002
 - ☒
 Implement public housing site-based waiting lists:
 - Complete plan in 2000 and implement in 2001
 - ☒
 Convert public housing to vouchers:

- Complete Housing Conversion Assessment (Section 22 & 33) by 10/2001, and implement results as required
- ☒ Other:
Develop plans for replacement of housing demolition in accordance with CMHA "hard replacement" policy

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
Establish goal setting and annual performance measurement system in accordance with HUD Final Rule implementation in 2001-2004
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
Provide assessment, incentive awareness and referral services to under/unemployed new admissions
- ☒ Implement public housing security improvements:
Comprehensive security improvement study and plan by 2000
Plan implementation and performance measurement system during 2001-2004
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
Designated housing study and plan during 2000
Plan approval and implementation during 2001
- ☒ Other:
Implement measures to deconcentrate poverty through prioritized focus on the lowest income developments by increasing average household incomes of existing families (2 sites per year)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- ☒ Increase the number and percentage of employed persons in assisted families:
Working family preference and ceiling rent incentives by 2000
Meet Section 3 program resident opportunity goals during 2000-2004

- ☒ Provide or attract supportive services to improve assistance recipients' employability:
 - Maintain and strengthen existing supportive service relationships
 - Effective implementation of public housing Self Sufficiency and Jobs Plus Programs during 2000-2001
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Assess comprehensiveness and resident satisfaction with existing supportive services network during 2000
 - Enter into agreements to fill identified service gaps during 2001-2004
 - Implement the Riverview Manor supportive housing program and increase program usage during 2001-2004
- ☒ Other: (list below)
 - Maximize enrollment in Section 8 FSS Program

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Maintain existing relationships and encourage coordination of fair housing and equal opportunity agencies
 - Develop plan and implement actions to address impediments to fair housing findings during 2000-2004 (see Attachment J)
 - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Develop suitable living environment plans for each development
 - Implement plans and measure performance 2001
 - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Perform ADA assessment to quantify and qualify accessible housing stock supply within the Authority during 2001
 - Analyze wait list to quantify and qualify accessible housing stock demand during 2001, and identify resources to fill demand
 - Maintain on-going program and progress reporting 2002-2004
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

This Executive Summary contains a brief overview of the information that the Cuyahoga Metropolitan Housing Authority (CMHA) is submitting in the Public Housing Agency Plan (PHA Plan) for FY2004, and relates the Annual PHA Plan programs and activities to CMHA's mission and goals as described in the Five-year Plan. This PHA Plan was prepared in collaboration with a Resident Advisory Board comprised of Public Housing and Section 8 program participants. Their participation and comments is documented in Attachment G. A draft of this PHA Plan was made available for public comment, including the CMHA website, and notice of a Public Hearing was published on August 3, 2003. The Public Hearing was conducted on September 17, 2003 by the Board of Commissioners to obtain comments, which are documented with a response in Attachment I. The final FY2004 PHA Plan was adopted by the CMHA Board of Commissioners on October 1, 2003.

CMHA is one of the largest public housing authorities in the country, and serves the housing needs of low-income families in Cuyahoga County of Ohio. CMHA is considered a standard-performing housing authority for the 10,294 units of public housing that it owns and manages, and a high-performing housing authority for over 12,836 units of Section 8 tenant-based assistance that it administers. In accordance with HUD guidelines, this document provides a response for all of the sections included in a PHA Plan submission, as specified in the Table of Contents, and includes several attachments with supplemental information.

The ***Housing Needs*** analysis in conjunction with the provisions set forth in the Quality Housing and Work Responsibility Act (QHWRA) help establish the basis for the PHA Plan. The needs analysis relied heavily on the Consolidated Plans submitted by entitlement cities within our jurisdiction, which are based on 1990 census data and can be briefly summarized as follows.

Although Cuyahoga County consists of 38 cities, 19 villages, and 2 townships, planning in Cuyahoga County is unique in that a housing consortium (Cuyahoga Urban County) comprised of 46 of these communities have joined forces in analyzing their housing needs to be combined into one Consolidated Plan, which also includes information for the entitlement cities of Cleveland Heights, Euclid, Lakewood, and Parma. The City of Cleveland and the City of East Cleveland prepare individual plans and are not part of the consortium.

As indicated in the Housing Needs tables in Section 1A of the Annual Plan, renters with incomes less than 30% of the area median income (AMI) have a great cost burden in regards to housing affordability in Cleveland, East Cleveland and the Cuyahoga Urban County. In Cleveland, 73% of renters earning less than 30% AMI pay more than 30% of income for rent and utilities. In East Cleveland, 83% of renters earning less than 30% AMI pay more than 30% income for rent and utilities. In the Cuyahoga Urban County, which comprises most of the suburban population, 78% of its renters earning less than 30% AMI pay more than 30% of income for rent and utilities.

The supply and quality of units available to lower-income renters is also a serious concern. Cuyahoga County's housing stock, particularly those units within the central city and the inner-ring suburbs, is aging and the quality of rental housing is often poor. The housing needs study also indicates that the supply and quality of rental housing for families with disabilities is limited, and that there is a need for assisted and supportive services rental units for elderly families.

As of July 2003, the Section 8 waiting list had 6,360 households, which should be sufficient to carry the program through 2004 without opening the waiting list. The Public Housing waiting list is not closed and consisted of 8,569 families as of July 2003. Of these families, 84% were extremely low income (less than 30% of AMI), 39% have children, 21% have disabilities, and 2% are elderly.

Financial Resources of approximately \$242 million will be available to CMHA in FY2004 to operate and/or administer a variety of low-income housing programs. Based upon FY2003 funding levels, CMHA anticipates receiving funding or funding commitments of about \$169 million from HUD during FY2004. Of that amount, \$83 million will be for direct housing assistance payments to Section 8 landlords, and about \$45 million is estimated as subsidy to support the management and maintenance operations of the public housing program. About \$26 million is anticipated to be awarded for public housing capital improvements through the Capital Fund Program (CFP) in addition to \$3 million from the Replacement Housing Fund (RHF).

Unobligated balances from prior year grants amount to \$52 million. Many of these grant awards from HUD, such as HOPE VI, CFP, RHF, and PHDEP, have multi-year obligation and expenditure periods, so only a portion of this amount will be used during 2004. Another \$20 million of funding from other sources is also expected, of which \$11.7 million is anticipated as rental income from residents. The Section 8

program will generate \$7.4 million in administrative fees, most of which is used for the administration of the Section 8 program. CMHA manages three Section 8 New Construction properties that will generate \$1.3 million in revenues other than subsidy, and CMHA anticipates interest income of about \$500,000 in 2004.

Policies on Eligibility, Selection and Admissions are summarized in Section 3 of the Annual Plan. Based upon the requirements of the Quality Housing and Work Responsibility Act (QHWRA) of 1998, CMHA adopted a new Admissions and Continued Occupancy Policy (ACOP) and revised Dwelling Lease for 2001. For 2004, CMHA initially proposed a policy change to the public housing admissions preferences by reducing the current six preferences, which are ranked from one to six, to three preferences (successful completion of substance abuse treatment program, involuntary displacement and veterans) that would be equally weighted. Before the Public Hearing, CMHA added back the preferences for homelessness and working families, and will weigh all of them equally.

Under deconcentration of poverty, CMHA has identified three estates (Woodhill, Cedar Extension and Garden Valley) where the average income falls below the HUD prescribed formula. To address this issue, CMHA has chosen a strategy of working with the current residents to raise their incomes rather than adjusting it through changes to the admissions criteria. CMHA plans on continuing to meet the QHWRA income targeting requirements of ensuring that 40% of new public housing occupancy and 75% of Section 8 new admissions will be given to families with incomes at or below 30% of the average median income. The CMHA Section 8 program continues to grow and has attained its highest level of occupancy at over 12,830 families and highest utilization rate of 100%. CMHA anticipates minimal growth in the voucher program during 2004 as a result of only receiving an additional 50 vouchers during 2003. The Section 8 program has admissions preferences for special needs families referred by the Gateway program, and certain under-housed or disabled families in the Moderate Rehabilitation program.

Rent Determination Policies for the Public Housing and Section 8 program were revised to meet the requirements of QHWRA in 2001 as part of the new ACOP and revised Section 8 Administrative Plan. No rent determination policy changes to these documents are planned for 2004. The public housing program will maintain its minimum rent policy at \$25 per month with the “hardship” conditions prescribed by QHWRA while the Section 8 program will maintain its \$0 minimum rent policy. CMHA adopted the new flat rent structure for public housing as of June 2002, and the transition from ceiling rents should be completed by 2004. CMHA has implemented the mandatory exclusions from adjusted income determination for employment and increases in earned income.

Operations and Management Policies for the Public Housing program continue to be reviewed and revised. The Section 8 program Administrative Plan is revised and updated annually to reflect continuing programmatic changes from HUD. With more than 8,130 families in the Public Housing program and over 12,830 families in the Section 8 program, considerable focus will continue to be placed on improved customer satisfaction, and filling the expected 2,000 units that will become available as a result of program turnover from both the Section 8 and Public Housing programs.

Grievance Procedures for the public housing and Section 8 programs are available as supporting documents to the PHA Plan. The Public Housing grievance procedure is part of the ACOP, and the Section 8 grievance procedure is contained in its Administrative Plan.

The ***Capital Improvement Needs*** section provides the annual and five-year modernization plans for maintaining and improving CMHA's public housing stock. Due to fiscal year timing differences, CMHA will be funding most of its capital improvement activities during 2004 with FY2003 and prior year Capital Fund Program (CFP) funds. CMHA adjusted the final CFP annual and five-year plans for FY2004 from an original amount of \$29 million based on FY2002 levels to \$26 million that is based on HUD's recent release of FY2003 funding amounts. The needs and priorities for these plans were developed through input from residents and management, and were based on prior capital needs studies and maintenance inspections.

Approximately \$30 million of un-obligated HOPE VI revitalization funds remain for Carver Park and the Riverview/Lakeview estates, and CMHA will be moving ahead with the Revitalization Plan activities for these two projects, which include demolition, new replacement housing on and off site, and homeownership opportunities. CMHA will submit a HOPE VI revitalization grant application for Valleyview in 2003, although the revitalization plan will be implemented even if it is not funded. If not funded, a FY2004 HOPE VI application for Valleyview would be considered, or for Garden Valley where CMHA will be conducting a master planning study. CMHA will also be seeking development opportunities for creating replacement housing, and leveraging CFP funds.

Demolition and Disposition activities have occurred at several CMHA properties with only phase 2 of demolition at Carver Park (227 units) scheduled for demolition in 2004 under an existing HUD-approved plan. CMHA has submitted a demolition plan to HUD for all of Valleyview (243 units), which could start by the end of 2004. In addition, new demolition plans will be developed for buildings C40 and C41 (48 units) at Garden Valley, boiler plants at Outhwaite, Olde Cedar and Lakeview Terrace, and a Scattered Site house at 2042 West 44th Street.

CMHA is also considering development proposals that might require the disposition of vacant land at Woodland near East 51st and Superior near East 89th in addition to vacant land across from Crestview and behind Willson. To date, CMHA has demolished 383 units at Carver Park, 270 units at King Kennedy North, 135 units at Riverview, 102 units at Outhwaite and 6 units at Harvard-East 113th for a total of 896.

Designation of Housing for the elderly at fourteen CMHA highrise properties was approved by HUD in 2001. CMHA revised this Plan beginning 2003 by replacing Springbrook (183 units) with LaRonde (55 units) and adding Union Court, a Carver Park off-site replacement project in Mt. Pleasant (39 units). For 2004, CMHA will increase the number of Union Court units to 48, which increases the total number of designated units to 2419. Through this designation, new admissions or transfers to these estates will be prioritized for the Elderly (age 62+) and Near-Elderly (age 50-61). From January 2001 through July 2003, the elderly and near-elderly population in these buildings has

increased from 84% to 92%, and the number of vacant units has been reduced by 319 for these 14 designated properties.

The *Conversion of Public Housing* requirement for mandatory conversions still does not apply to any CMHA estate. The Required Initial Assessments for voluntary conversions were completed by October 1, 2001 for the applicable estates, and CMHA determined that none of the covered estates are appropriate for conversion.

Under *Homeownership*, CMHA has been operating the Turnkey III Homeownership program since 1971, and of the 385 original units, 40 homes remain unsold as of June 2003. To help address a housing need identified in our housing needs analysis, CMHA implemented a Section 8 homeownership program in 2003, and is developing a homeownership program for public housing scattered site units under the Final Rule guidelines issued in March 2003 that will be submitted to HUD for implementation during 2004.

Community Service Programs are an integral part of CMHA's efforts to empower its residents to attain and sustain self-sufficiency while living in healthy communities. Programs are designed to provide residents with access to supportive services and resources needed to develop and maintain lifestyles that are economically secure. Programs range from home day care for children to supportive housing for seniors and disabled. Working with diverse community resources, job training/placement, family and children services, educational enrichment, recreation, crime prevention, and substance abuse support are among the many services to residents. The primary goal is to support families making the transition from welfare to work and assist others to maintain healthy lifestyles. The full range of programming available to CMHA residents is listed in the services and programs table of this section.

CMHA has complied with the QHWRRA requirement concerning income changes for welfare recipients through modification of its income definition in the Admissions and Continued Occupancy Plan (ACOP) and Section 8 Administrative Plan. The relevant sections have been modified to exclude the decreasing of tenant payments as a result of welfare fraud, and failure to comply with participation requirement of a self-sufficiency program. Another QHWRRA provision that has been implemented is the community service requirement, which requires most non-working adult residents of public housing to perform at least 8 hours/month of community service (refer to Attachment C). Although Congress modified this requirement in 2001 to only be applicable for residents at HOPE VI sites, it is now again applicable for residents at all public housing properties.

Crime and Safety is a key component of CMHA's housing strategy. CMHA is one of only 11 housing authorities in the country with its own police force. The CMHA Police Department was fully accredited in March 1998, and was re-accredited in 2001. The CMHA Police Department participates in law enforcement, prevention and intervention programming. Divisions of operation include Narcotics, Swat Unit, Forfeiture, Property Unit, K-9 unit, Community Policing, Youth Gang/Juvenile unit, Patrol divisions, Internal Affairs and Safety Management. The operating protocol has

been developed between the City of Cleveland Police Department and CMHA Police Department. The city provides baseline services to CMHA communities.

Beginning in 2004, CMHA will have to find an alternative way of funding about \$2.7 million of PHDEP-funded activities, since HUD has terminated this program. PHDEP funding during the 1990s resulted in a better living environment for CMHA residents through a variety of crime and safety programs that have resulted in a marked decrease in calls to police since the early 1990s. Drug activity continues to be a serious problem to the community, so CMHA will continue to focus on ongoing security measures to decrease drug activities, such as surveillance management (slow scan camera system), community police units, mini stations, the Police Activity League and resident Safety Committees and social services referrals. CMHA has also partnered with many community resources to provide prevention and intervention programs for residents.

CMHA amended its ***Pet Ownership*** policy in 2001 to include family properties in accordance with a QHWRA requirement and HUD's Final Rule, and in 2002, added a provision that allows dogs and cats within the established size limitations at single-family scattered site housing units. CMHA's Pet Policy is included in the ACOP, and is summarized in attachment K.

Civil Rights Certification is included with CMHA Plan Certifications.

The ***Annual Audit*** of CMHA for the period ended December 31, 2002 was completed in June 2003 and submitted to the local HUD Office. CMHA received an unqualified opinion on the 2002 financial statements with no audit findings for the third straight year after not receiving an unqualified opinion on both its balance and income statement since 1995. The Audit report is available for review as supporting documentation to this PHA Plan.

Asset Management is a key component to CMHA's planning efforts. In the 2004 PHA Plan, CMHA is providing Asset Management tables that summarize the various types of activities and strategies that are being undertaken to better manage each estate. These tables refer to actions being undertaken through the Capital Fund Program, Development, Demolition/disposition, Designated housing, Conversion, and Homeownership activities. In addition, CMHA has initiated a comprehensive annual Operating Fund budget process that is based upon these factors as well as an analysis of maintenance and management activities as measured by PHAS.

Other Information contained in the Agency Plan includes our confirmation to Resident Advisory Board participation; Certifications of Consistency with the Consolidated Plans of the Cuyahoga Urban County, City of Cleveland, and the City of East Cleveland; and a brief summary of the progress in meeting the goals and objectives of the 5-Year Plan.

The ***Definition of Substantial Deviation and Significant Amendment*** section was added to the PHA Plan in 2001 and defines what significant amendments or deviations to the Plan would require resubmission of the Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ A: Admissions Policy for Deconcentration
- ☒ B: FY2004 Capital Fund Program Annual Statements (oh003b01 & oh003c01)
- ☒ C: Implementation of Public Housing Resident Community Service Requirements
- ☒ F: Voluntary Conversion Initial Assessments
- ☒ K: Pet Policy
- ☒ L: Progress Statement of Goals and Objectives
- ☒ M: Resident Membership of the PHA Governing Board
- ☒ N: Membership of the Resident Advisory Board
- ☒ O: Section 8 Project-Based Vouchers
- ☒ P: Section 8 Homeownership Program

- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ D: PHA Management Organizational Chart
- ☒ E: FY2004 Capital Fund Program 5 Year Action Plan (oh003e01)
- ☒ G: Comments of Resident Advisory Board or Boards (oh003g01)

- ☒ Other (List below, providing each attachment name)
 - H: Asset Management tables (oh003h01)
 - I: Public Comments and Response (oh003i01)
 - J: Impediments to Fair Housing Strategy

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Attachment J	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and Continued Occupancy Policy (ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Attachment B	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
*N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Attachment E	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Voluntary Conversion Initial Assessment documentation	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
*N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(see below)
X	Replacement Housing Factor (RHF) Plan	
X	Public Housing Assessment System (PHAS) Resident Assessment indicator Follow-up Plan	
X	Improvement Plan for Vacancy rate and Unit Turnaround Time reduction	
X	Public Housing Affirmative Marketing Plan	
X	CMHA Replacement Housing Policy	

* N/A – Not applicable to CMHA’s Agency Plan

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Cuyahoga County Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	46,957						
Income >30% but <=50% of AMI	21,223		Housing needs of Cuyahoga County are categorized and quantified within Consolidated Planning Jurisdictions. See tables that follow.				
Income >50% but <80% of AMI	14,417						
Elderly	24,899						
Families with Disabilities	N/A						
White	45,199						
Black	36,979						
Hispanic	2,839						
Other races	1,439						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset: 1990
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

Cleveland Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca-tion
Income <= 30% of AMI	33,845	5	5	4	2	3	2
Income >30% but <=50% of AMI	9,377	4	4	3	2	3	2
Income >50% but <80% of AMI	3,865	3	3	2	2	3	2
Elderly	9,643	3	2	3	3	1	2
Families with Disabilities	N/A	N/A	4	4	4	2	4
White	17,878	3	3	3	2	3	2
Black	27,146	4	4	4	2	3	2
Hispanic	2,464	4	4	4	2	3	2
Other Races	647	4	4	4	2	3	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")
dataset: 1990
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

Cuyahoga Consortium Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	6,766	4	4	3	2	2	2
Income >30% but <=50% of AMI	7,361	3	3	3	2	3	2
Income >50% but <80% of AMI	12,833	2	2	3	2	4	2
Elderly	11,287	2	3	3	2	1	2
Families with Disabilities	N/A	2	4	3	4	1	3
White	72%	2	2	3	2	2	2
Black	26%	2	2	3	2	2	2
Other races	2%	2	2	3	2	2	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

East Cleveland Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2,660	4	2	4	1	2	2
Income >30% but <=50% of AMI	1,107	4	2	4	1	2	2
Income >50% but <80% of AMI	425	3	2	4	1	2	2
Elderly	679	3	3	3	1	1	2
Families with Disabilities	N/A	2	4	3	3	1	2
White	226	3	2	4	N/A	2	2
Black	3,922	3	2	4	N/A	2	2
Hispanic	25	3	2	4	N/A	2	2
Race/Other	31	3	2	4	N/A	2	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1998
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")
dataset: 1990
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Analysis based on July 2003 Wait List (run 7/31/03)			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	6,360		900
Extremely low income <=30% AMI	5,171	81%	
Very low income (>30% but <=50% AMI)	1,062	17%	
Low income (>50% but <80% AMI)	157	2%	
Families with children	4,262	67%	
Elderly families	267	4%	
Families with Disabilities	690	11%	
Black	5,660	89%	
White	445	7%	
Other	255	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
6+ BR			

Housing Needs of Families on the Waiting List Analysis based on July 2003 Wait List (run 7/31/03)	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 24 (since 7/01) Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Supportive Service Referrals	

Housing Needs of Families on the Waiting List Analysis based on July 2003 Waiting List (run 7/23/03)			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	8,569		1,100
Extremely low income <=30% AMI	7,172	83.7%	
Very low income (>30% but <=50% AMI)	1,123	13.1%	
Low income (>50% but <80% AMI)	274	3.2%	
Families with children	3,351	39.1%	
Elderly families	193	2.3%	
Families with Disabilities	1,761	20.6%	
White	778	9.1%	
Black	7,230	84.4%	
Other	561	6.5%	

Housing Needs of Families on the Waiting List Analysis based on July 2003 Waiting List (run 7/23/03)			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	4,912	57.3%	507
2 BR	2,765	32.2%	340
3 BR	726	8.5%	227
4 BR	121	1.4%	21
5 BR	40	0.5%	4
6+ BR	5	0.1%	1
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources (if funding becomes available)
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing (i.e., 40% of admissions to families at or below 30%)
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance (i.e., ensure adherence to requirement of targeting 75% of new admissions to families at or below 30%)
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: (list below)
Under the *Banks v. Perk* Consent Order filed in 1983, CMHA submitted an affirmative marketing plan to encourage and promote integration of CMHA's new and old housing units.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations

- ☒ Other:
Partnerships with fair housing advocates to assist in affirmatively
furthering fair housing.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies
it will pursue:

- ☒ Funding constraints
☐ Staffing constraints
☐ Limited availability of sites for assisted housing
☒ Extent to which particular housing needs are met by other organizations in the
community
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other
information available to the PHA
☐ Influence of the housing market on PHA programs
☒ Community priorities regarding housing assistance
☒ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☒ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses (Estimated)		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2004 grants)		
a) Public Housing Operating Fund	45,000,000	
b) Public Housing Capital Fund	26,000,000	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	91,000,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	250,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Replacement Housing Fund	3,000,000	
Section 8 New Construction HAP	3,000,000	
Homeownership Turnkey III	250,000	
Total 2004 Grants (estimated)	168,500,000	
2. Prior Year Federal Grants (unobligated funds only) (list below)	As of 6/30/03	
Public Housing Capital Fund	18,049,097	Capital and Management Improvements (including Police and safety)
Replacement Housing Fund	0	Replacement housing
HOPE VI Revitalization	30,271,811	Capital improvements, supportive services, and neighborhood revitalization
HOPE VI Demolition	0	Demolition of public housing

Financial Resources: Planned Sources and Uses (Estimated)		
Sources	Planned \$	Planned Uses
Public Housing Drug Elimination Program (PHDEP) grant	640,801	Supportive services, Police and Safety
ROSS Service Coordinators grants	399,390	Services for Elderly and Disabled
ROSS Neighborhood Networks grant	250,000	Supportive services
Tenant Opportunities Program grant	8,382	Supportive services
Youth Violence grant	856,895	Supportive services
Foster Care grant	45,381	Supportive services
Youth Apprenticeship/Urban Youth Corp. grants	355,673	Job training
Salvation Army/Y-Haven II grants	976,523	Transitional housing
Other misc. grants	46,329	Supportive services
Total Unobligated prior-year grants	51,900,282	
3. Public Housing Dwelling Rental Income		
Public Housing Dwelling Income	11,700,000	Public Housing operations
Homeownership Turnkey III rental income	79,000	Homeownership program operations
4. Other income (list below)		
Section 8 Administrative Fees	7,400,000	Section 8 program administration
Section 8 New Construction revenue	1,343,000	Housing operations
5. Non-federal sources (list below)		
Interest	500,000	Housing operations
Miscellaneous	458,000	Housing operations
Total Resources	241,880,282	

Please Note:

- (1) All Federal Grants for FY2004 are estimated based upon FY2003 levels.
- (2) Grant amounts indicate unobligated balances and will not all be spent in FY2004 since HUD allows multi-year periods for obligation and expenditure as follows:
 - a. Capital Fund Program – 2 years to obligate & 3 years to expend
 - b. Replacement Housing Fund – 4 years to obligate & 5 years to expend
 - c. Drug Elimination (PHDEP) – 1 year to obligate & 2 years to expend
 - d. HOPE VI Demolition – 1 year to obligate & 2 years to expend
 - e. HOPE VI Revitalization – multiple years as established in Revitalization Plan agreements with HUD

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (100-200 depending on the bedroom size)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other: Sex-offender registration

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☒ Sub-jurisdictional lists (Oakwood Village)
- ☒ Site-based waiting lists (3 HOPE VI sites, including both the off and on site development at Carver Park and Riverview)
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ CMHA Administrative Office Annex on 2711 Church Street
- ☒ CMHA development site management offices (for 3 HOPE VI sites)
- ☒ Other (list below)
Carl B. Stokes Social Services Mall at 6001 Woodland Avenue

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year?

Three (3) HOPE VI sites: Lakeview Terrace, and both the on and off site development at Carver Park and Riverview.

2. ☐ Yes ☒ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? 0

3. ☒ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? As many as desired (no set limit)

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☒ CMHA Administrative Office Annex on 2711 Church Street
- ☐ All PHA development management offices
- ☒ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One to bottom of list
- ☐ Two
- ☒ Three

b. ☐ Yes ☒ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

Site-based Waiting Lists will offer one-choice before removing from list.

(4) Admissions Preferences

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☒ Homelessness, with referral letter from recognized homeless shelter
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s):
Successful completion of a substance abuse treatment program

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time: Tie breaker

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- 1 Homelessness, with referral letter from recognized homeless shelter
- ☐ High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- 1 Other preference(s):
Successful completion of a substance abuse treatment program

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site based waiting lists

If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing

☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments

☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

☒ List (any applicable) developments below:

Deconcentration Policy for Covered Developments			
	Number		

Development Name	of Units	Explanation	Deconcentration Policy
Woodhill Homes	469	Under 85% of average income	1) Assist current residents in achieving economic self-sufficiency and higher incomes
Cedar Extension	246	Under 85% of average income	1) Assist current residents in achieving economic self-sufficiency and higher incomes
Garden Valley	573	Under 85% of average income	1) Assist current residents in achieving economic self-sufficiency and higher incomes

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation	Deconcentration Policy
Riverside Park	410	Over 115% of average income	None – the average income is and will remain below 30% of AMI
Carver Park	462	Over 115% of average income	None – the average income is and will remain below 30% of AMI

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☐ Criminal or drug-related activity

☒ Other (describe below)

If requested, the current and prior addresses of the participant and the names and addresses of the current and previous owners, if known.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☐ PHA main administrative office

☒ Other (list below)

Only when the waiting list is open may an interested person apply.

Selection for the waiting list is made through a lottery process. A public notice advises of the opening of the waiting list.

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Due to the tight housing rental market and the demand for 3 and 4 bedroom units, applicants are given the entire 120 days to search for a unit.

(4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application)

(if no, skip to subcomponent (5) **Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - (1) Families participating in the Moderate Rehabilitation program who must relocate because the family is underhoused or has a disabled member and there are no Moderate Rehabilitation units in the appropriate size or type.
 - (2) Referrals from the Gateway program for special needs families.
 - (3) Public Housing residents displaced by demolition or disposition actions.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below):
 - (1) Moderate Rehabilitation families (referred to above)
 - (2) Referrals from Gateway program for special needs families
 - (3) Public Housing residents displaced by demolition or disposition actions.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☒ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☒ Other (list below)
 - Through relationships with social service agencies serving the special purpose populations

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
☐ At family option
☐ Any time the family experiences an income increase
☒ Any time a family experiences an income increase above a threshold amount (\$2500)
☒ Other (list below)
Any time there is a change in family composition

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
☐ Survey of rents listed in local newspaper
☐ Survey of similar unassisted units in the neighborhood
☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?
(select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☒ Other (list below)
Deconcentration opportunities

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☒ An organization chart showing the PHA's management structure and organization is included as Attachment D

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	8,136 families	1,160
Section 8 Vouchers	12,836 units	840
Section 8 Mod Rehab	582 units	20
Special Purpose Section 8 Vouchers (list individually)	752 – Welfare to Work 478 – Disabled Funding 200 – Family Unification 29 – VASH	60 20 20 3
Public Housing Drug Elimination Program (PHDEP)	No longer funded.	N/A
Other Federal Programs:		
Family Self Sufficiency	200 families	30
Economic Development and Self Sufficiency (EDSS)	N/A	N/A
ROSS Elderly Services	3000 contacts	N/A
ROSS Neighborhood Network	1000 residents	N/A
Youth Violence Prevention	2500 residents	N/A
Transitional Families	135 families	50
Turnkey III	40 units	5
Section 8 New Construction	566 families	60

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Admissions and Continued Occupancy Plan

Rent Collection Procedures

Maintenance Plan

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ CMHA Main Administrative Office: 1441 West 25th Street

☒ PHA development management offices

☒ Other: (list below)

CMHA Administrative Office Annex: 2711 Church Street

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☐ PHA main administrative office

☒ Other (list below)

Section 8:

CMHA Section 8 Dept

2711 Church Street

Cleveland OH 44113

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment E

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **King-Kennedy/Outhwaite**
2. Development (project) number: OH3-018 & OH3-003
3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☒ Activities pursuant to an approved Revitalization Plan underway (substantially completed)

1. Development name: **Carver Park**
2. Development (project) number: OH3-007
3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☒ Activities pursuant to an approved Revitalization Plan underway

1. Development name: **Riverview/Lakeview**
2. Development (project): OH3-025 (078) & OH3-016
3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☒ Activities pursuant to an approved Revitalization Plan underway

1. Development name: **Valleyview (if 2003 application approved)**
2. Development (project): OH3-001
3. Status of grant: (select the statement that best describes the current status)
 - ☒ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Valleyview (OH3-001), if not funded in 2003

Garden Valley (OH3-013)

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Riverview (Hope VI) – finalize developer agreement, develop rental term sheet for phase one of the development project and submit funding application for tax-exempt bonds and/or low income housing tax credits.

Carver Park (Hope VI) – complete construction of West Side Homes and East Side Neighborhood Homes projects, and submit funding application for final phase of the off-site replacement housing plan.

Valleyview – initiate on-site development plan by relocating residents, demolishing all buildings and constructing mixed-finance, mixed-income development, whether funded under Hope VI or accelerated mod; and proceed with off-site replacement housing options by soliciting for development partners who would include public housing in their development projects, including development opportunities outside the City of Cleveland.

Garden Valley – develop mixed-finance, mixed-use plan for Garden Valley and the surrounding area.

Replacement housing opportunities - seek new public housing development activities using any HUD approved development method.

☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

King Kennedy North – with completion of design, the developer will implement on-site development activities by constructing 98 new units in two phases.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.) *Unit information is in Asset Management Table, other information provided below.*

Demolition/Disposition Activity Description
1a. Development name: Carver Park
1b. Development (project) number: OH3-007
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (10/7/97 & 4/6/01)
5. Number of units affected: 227 in phase 2 (total of 610 with 383 previously demolished)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Valleyview
1b. Development (project) number: OH3-001
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (8/15/03)

5. Number of units affected: 243
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Outhwaite
1b. Development (project) number: OH3-003 & 015
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (6/30/04)
5. Number of units affected: 0 units - Boiler Plant only
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Olde Cedar
1b. Development (project) number: OH3-014
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (3/31/04)
5. Number of units affected: 0 units - Boiler Plant only
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
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1a. Development name: Lakeview Terrace
1b. Development (project) number: OH3-016
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (3/31/04)
5. Number of units affected: 0 units - Boiler Plant only
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Garden Valley
1b. Development (project) number: OH3-013
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (3/31/04)
5. Number of units affected: 48 units (2 vacant buildings: C40 & C41) near East 73rd St.
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Scattered Homes
1b. Development (project) number: OH3-106
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (3/31/04)

5. Number of units affected: 1 unit at 2042 West 44 th Street
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Crestview
1b. Development (project) number: OH3-017
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(1/31/04)</u>
5. Number of units affected: None (vacant land on other side of Crestline Ave.)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 6/2004

Demolition/Disposition Activity Description
1a. Development name: Willson Apartments
1b. Development (project) number: OH3-024
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(1/31/04)</u>
5. Number of units affected: None (vacant land near Perkins Court)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
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1a. Development name: Outhwaite
1b. Development (project) number: OH3-003 & 015
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(9/30/04)</u>
5. Number of units affected: None (vacant land on Woodland Ave. near E.51st St.)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

Demolition/Disposition Activity Description
1a. Development name: Superior Terrace
1b. Development (project) number: OH3-076
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(9/30/04)</u>
5. Number of units affected: None (vacant land on Superior Ave.)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2004 b. Projected end date of activity: 12/2004

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below. *Unit information is in Asset Management Table, other information provided below.*

Designation of Public Housing Activity Description
1a. Development name: See below
1b. Development (project) number: See below
2. Designation type: Occupancy by only elderly families <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (1/18/2001)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan
6. Number of units affected: 2,419
7. Coverage of action (select one)

<input type="checkbox"/>	Part of the development
<input checked="" type="checkbox"/>	Total development (except King Kennedy North (highrise buildings only))

	1a. Development Name	1b. Number	6. Number of Units	7. Part/Total
1	Addison Square	OH3-034	219	Total
2	Apthorp	OH3-037	161	Total
3	Beachcrest	OH3-035	235	Total
4	Bohn Tower	OH3-042	261	Total
5	Cedar Extension	OH3-011	156	Total
6	Euclid Beach	OH3-052	147	Total
7	Fairway Manor	OH3-077	53	Total
8	King Kennedy North	OH3-026	172	Part
9	LaRonde	OH3-030	55	Total
10	Lorain Square	OH3-040	109	Total
11	Mt. Auburn	OH3-039	102	Total
12	Oakwood Villas	OH3-054	91	Total
13	Riverview Towers	OH3-025	452	Total
14	Scranton Castle	OH3-036	158	Total
	Union Court Apts.*	New	48	Total

* HUD provided conditional approval of the 39 new units being developed as Union Court Apartments in Mt. Pleasant as part of the Carver Park off-site replacement project subject to its completion. CMHA will request a revision in the number of units to 48.

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)

- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan
(date submitted or approved:)

☐ Requirements no longer applicable: vacancy rates are less than 10 percent

☐ Requirements no longer applicable: site now has less than 300 units

☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Turnkey III Homeownership Program
1b. Development (project) number: OH# 305, 343, 347, 348, 349, 351, 360, 361, 362, 363, 364, 365, 366, 367, 368, and 369
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (01/04/71)
5. Number of units affected: Total 349/ Remaining 40
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Scattered Site Homeownership Program	
1b. Development (project) number: OH3-073 and 106	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input checked="" type="checkbox"/>	54(h) 24 CFR Part 906 (Final Rule published 3/11/03)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA's Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval
<input checked="" type="checkbox"/>	Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (3/2004)	
5. Number of units affected: 178 (all single family houses will be eligible)	
6. Coverage of action: (select one)	
<input checked="" type="checkbox"/>	Part of the development: Scattered Rehab. (OH3-073 – 124 of 153)
<input checked="" type="checkbox"/>	Total development: Scattered Homes (OH3-106 – all 54)

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☒ more than 100 participants

b. PHA-established eligibility criteria

☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

Eligible applicants must have completed an initial Section 8 lease term, may not owe any program-related outstanding debts, and must meet the eligibility criteria, including:

- (1) Be a first time homeowner, or have a member who is a person with disabilities;
- (2) Meet all minimum income requirements without welfare assistance sources;
- (3) With the exception of elderly and disabled households, meet employment criteria.

Additional eligibility criteria are elaborated in the Section 8 Administrative Plan.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (I)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☒ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☒ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Employment</i>				
Job Readiness Training/Placement (Workforce Development)	150	Self select	Resident Services Economic Development unit	Public Housing residents
GED Classes/Computer Training	350	Self select	Cleveland Municipal Schools, Urban League, Bellaire Puritas Dev. Corp.	Public Housing residents
Small Business Development Program	10-20	Adults & Youths	Resident Empowerment Organization (REO)	Public Housing residents
Entrepreneurial Program	55	Youth & Adults	Resident Empowerment Organization (REO)	Public Housing residents
Resident Choice Training Skills Development Program	77	Random selection through lottery system	Resident Services Economic Development unit	Public Housing residents
Life Skills	20-50	Self select	Goodwill Industries, Cleveland Municipal Schools	Public Housing residents
Homeownership	15-50	Self select	Peace in the Hood	Public Housing residents
<i>Drug Elimination Programs</i>				
After-school programs	200-300	youth	Advance Concepts, Bellaire Puritas, Friendly Inn Settlement House, Garden Valley Neighborhood House, St. Malachi, Cleveland Public Theatre	Public Housing residents
Home-based school readiness program	100	Parent/Guardians with 3-5 year old children	Home Instructional Program for Preschool Youngsters (HIPPY)	Public Housing residents
Health and Wellness	300-400	Adults & youth	Fit for Life, Stretching the Limits	Public Housing residents
Substance abuse treatment program for women with children	135	Adult women with children Self select	Miracle Village/East Side Catholic Center and Shelter	Public Housing residents and community

Substance Abuse Treatment program	10-50	Self select, Referral	ORCA House, Freedom House	Public Housing residents
Structured recreational activities (Police Athletic League)	600	Self select	CMHA Resident Services Dept.	Public Housing residents
CMHA Collaboration				
Escort services (Care Team)	800	Seniors	Community Re-entry	Public Housing residents
Podiatry services	500	Seniors Self select	Dr. Dwight Scott	Public Housing residents
Education and holiday dinners	6000	Ages 3-13	Lighthouse Inc	Public Housing residents
Neighborhood Foster Care	100	Central Area residents Self select	CMHA Resident Services Dept., Cuy. Co. Children and Family Services Dept.	Public Housing residents
Primary Health Care Clinics	100	Self select	Care Alliance	Public Housing residents
AIDS Prevention and Education	3000	Self select	Project Safe/CMHA	Public Housing residents and community
Transportation	7000	Self select	CMHA Transportation/Maintenance Dept.	Public Housing residents
Healthy CMHA	All residents	Self select	Cleveland Health Museum and Case Western Reserve Univ.	Public Housing residents
Family health and counseling	175	Self select	Beech Brook	Public Housing residents and community
Hunger Center	475	Self select	St. Peter Claver	Public Housing residents and community
Senior services	175	Seniors	Retired Senior Volunteer Program (RSVP)	Public Housing residents and community
Community Policing	All residents	Self select	Community Police/Narcotics Unit	Public Housing residents
Resident Services Internal Programs				
Youth services	1000	Ages 1-18	CMHA Community Centers	Public Housing residents
Do to the Right Thing	16	High school or college youth 14-18 years of age with a 2.0 GPA	various CMHA departments	Public Housing residents
Toddler Rock	80	Children ages 2-5	Rock & Roll Hall of Fame	Public Housing residents
Social supportive services (Community Resource Advocacy)	1500	Self select and referral	Resident Services Dept.	Public Housing residents
Transitional Housing Programs				
Transitional housing for homeless males	70	Homeless recovering males	Salvation Army (Willson Tower)	Open to community
Transitional housing for male adults recovering from chemical dependencies	41	Recovering homeless males 18+	Y-Haven	Open to community

Transitional housing for male adults recovering from chemical dependencies	25	Recovering homeless males 18+	Carl B. Stokes Social Services Mall	Open to community
Bridging the Gap (assists homeless in obtaining public housing)	200	18 yrs. and over	Northeast Ohio Coalition for the Homeless (NEOCH)	Open to Community

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	153	200 (7/25/03)

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

Refer to Attachment C: Implementation of Public Housing Resident Community Service Requirement.

13. PHA Safety and Crime Prevention Measures

0[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

Carver Park
Garden Valley
Lakeview Terrace
Olde Cedar/Cedar Extension
Outhwaite
Riverside Park
Valleyview
Woodhill

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake:
(select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other: CMHA Police Department

2. Which developments are most affected?

Carver Park
Garden Valley
Lakeview Terrace
Olde Cedar/Cedar Extension
Outhwaite
Riverside Park
Valleyview
Woodhill

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Carver Park
Garden Valley
Lakeview Terrace
Olde Cedar/Cedar Extension
Outhwaite

Riverside Park
Valleyview
Woodhill

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2004 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment

Note: HUD discontinued funding for the PHDEP program starting in 2002.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

As a result of QHWRA, tenants of family units are allowed to have pets that meet CMHA policy. In 2001, CMHA adopted the existing Pet Policy for highrise/elderly estates, and applied it to both highrise/elderly estates and family estates. CMHA believes this policy is in accordance with HUD's Final Rule on Pet Ownership in Public Housing, and has made it a part of the Admissions and Continued Occupancy Policy (ACOP). For 2002, CMHA amended the Pet Policy to allow dogs and cats within specified size limitations at single-family scattered site houses.

The Pet Policy is summarized in Attachment K.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit (FY2002) submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ☐ Not applicable
☐ Private management
☒ Development-based accounting
☒ Comprehensive stock assessment
☒ Other: (list below)

A consolidated planning process to develop the FY2003 Operating Budget and individual estate work plans, with resource allocation based upon the asset management activities indicated in the Asset Management Table, as well as:

- (1) REA Physical Inspection results
- (2) PHAS Management Operations performance
- (3) Improvement Plan (Vacancy Rate and Unit Turnaround Time)
- (4) Maintenance Plan

3. ☒ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

Refer to Attachment H: Public Housing Asset Management Table

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached at Attachment G
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

Note: The Ohio Revised Code (chapter 3735.27) requires that "after March 15, 1983, at least one of the (board) members appointed by the chief executive officer of the most populous city shall be a resident of a dwelling unit owned or managed by the housing authority... If there is an elected, representative body of all residents of the housing authority, then the chief executive officer shall, whenever there is a vacancy in this resident term, provide written notice of the vacancy to the representative body. If the representative body submits to the chief executive officer, in writing and within sixty days after the date on which it was notified of the vacancy, the names of at least five residents of the housing authority who are willing and qualified to serve as a member, then the chief executive officer shall appoint to the resident term one of the residents recommended by the representative body."

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Cleveland, Cuyahoga Urban County, and East Cleveland

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Support Rental Housing Need:

Continue voucher assistance for special needs population
Apply for and issue additional Section 8 vouchers
Support tax credit rental housing development
Landlord outreach and tenant opportunity counseling
HOPE VI Housing Revitalization

Modernization of public housing estates

Support Homeless Needs:

Units provided for Transitional Housing programs

Vouchers provided for graduates of transitional housing

Support Resident Initiatives:

Reduce risk factors associated with drug use

Youth violence intervention

Health services

Job training and other economic self sufficiency programs

Support of resident involvement activities through PAC

Training of residents to fill maintenance and management jobs

Support Homeownership Opportunities:

Second mortgage assistance for Homeownership Zone through
HOPE VI program

Implementation of a Section 8 Homeownership program

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
See 2 above.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

19. Definition of “Substantial Deviation” and Significant Amendment or Modification”

[24 CFR Part 903.7 (r)]

While housing authorities may change or modify their plans and policies described in them, any “significant amendments or modification” to the plan will require the submission of a revised Agency Plan that has met the full public process requirement. CMHA will consider the following actions to be “significant amendments or modifications” with an exception allowed for actions due to changes in HUD regulatory requirements.

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

HUD also requires that housing authorities explain “substantial deviations” from the 5-Year Annual Plan in their Annual Plan. “Substantial deviations” to CMHA’s 5-Year Plan shall consist of the elimination of a goal or objective without being completed or a significant change to a goal or objective, represented by more than a one year change to the completion date or more than a 30% reduction of an objective activity amount.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Certifications:

- (1) PHA Certifications of Compliance with the PHA Plans and Related Regulations
- (2) Board Resolution #180-03, Authorizing and Adopting the PHA Plan for FY2004
- (3) Certifications by State and Local Official of PHA Plans Consistency with the Consolidated Plan (HUD50075) – City of Cleveland
- (4) Certification for a Drug-Free Workplace (HUD50070)
- (5) Certification of Payments to Influence Federal Transactions (HUD50071)
- (6) Disclosure of Lobbying Activities (SF-LLL)

Attachments:

- A: Admissions Policy for Deconcentration
- B: FY2004 Capital Fund Program (CFP) Annual Statements (oh003b01)
 - Annual Statements for Open CFP and Replacement Housing grants (oh003c01)
- C: Implementation of Public Housing Resident Community Service Requirements
- D: PHA Management Organizational Chart
- E: FY2004 Capital Fund Program 5 Year Action Plan (oh003e01)
- F: Voluntary Conversion Initial Assessments
- G: Comments of Resident Advisory Board or Boards (oh003g01)
- H: Public Housing Asset Management Table (oh003h01)
- I: Public Comments and Response (oh003i01)
- J: Impediments to Fair Housing Strategy
- K: Pet Policy
- L: Progress Statement of Goals and Objectives
- M: Resident Membership of the PHA Governing Board
- N: Membership of the Resident Advisory Board
- O: Section 8 Project-Based Vouchers
- P: Section 8 Homeownership Capacity Statement

Attachment A

Admissions Policy for Deconcentration

It is the intention of the CMHA to promote Deconcentration of Poverty and Fair Housing in Programs Admissions at all public housing estates subject to deconcentration and income-mixing requirements as published by HUD (24 CFR Part 903; Rule to Deconcentrate Poverty and Promote Integration in Public Housing: Final Rule, dated December 22, 2000).

Once it is determined that an estate is subject to the deconcentration of poverty and income mixing requirements as identified in 3.A.(6) of the Annual Plan, the CMHA will utilize any, all, or none of the following strategies to accomplish the identified goals for deconcentration and income mixing:

- (1) Provide estate specific rent incentives and/or amenities to attract higher income families to estates where the average income is below the Established Income Range.
- (2) Target investment and capital improvements to estates where the average income is below the Established Income Range in order to attract higher income families.
- (3) Establish a preference for admission of working families to estates where the average income is below the Established Income Range.
- (4) Skip a family on the waiting list in order to reach another family in an effort to further the agency goals of deconcentration and income mixing.
- (5) Work with community partners to provide training, employment and/or other economic opportunities to assist current residents and their family members in achieving economic self-sufficiency and increased incomes.

CMHA will review annually the estates subject to the deconcentration of poverty and income mixing requirements and publish the affected estates and proposed strategies in the PHA Annual Plan, as required by HUD.

Attachment B

FY 2004 Capital Fund Program (CFP) Annual Statement

See attached schedules.

FY2004 Annual Statements (file oh003b01)

Open CFP and Replacement Housing Fund grants (oh003c01)

Attachment C

Implementation of Public Housing Community Service Requirements

In 2001, the Cuyahoga Metropolitan Housing Authority (CMHA) implemented the HUD-mandated Community Service requirement for non-working adult residents who are not in compliance with Ohio Works First/Welfare Reform requirements and do not meet criteria for an exemption. The plan requires residents to perform volunteer work at a minimum of 8 hours a month and report their compliance as part of their annual reexamination. CMHA incorporated the community service requirement into the Public Housing Dwelling Lease, which became effective April 1, 2001, and the Admissions and Continued Occupancy Policy (ACOP) for 2001.

Initially, all public housing residents were advised of how to comply with the community service requirement through a written notice in December 2000. Due to changes in HUD regulations, residents were re-notified in January 2002 that the community service requirement would only apply to residents of HOPE VI estates. Then in July 2003, another letter was sent to all households to notify them that the community service requirement was again applicable to all public housing residents.

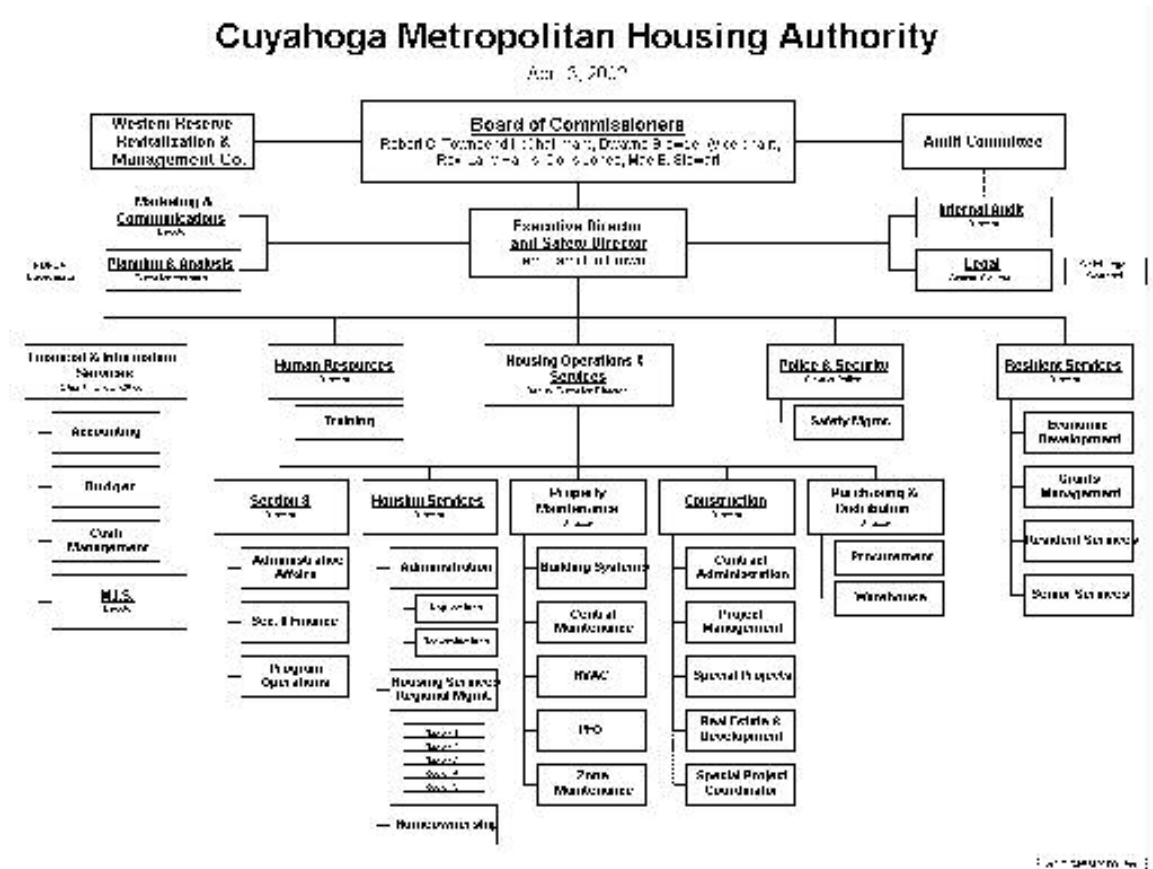
Eligible residents are required to identify their community service work assignments and provide documentation to the Housing Services Department indicating their compliance with the regulation. Individual residents having difficulty identifying work assignments will be referred to CMHA's Resident Services Department for assistance. Work assignments will be identified within the housing authority and local community as necessary.

Residents assigned to work in outside agencies by Resident Services are covered under CMHA's existing insurance policies in the event of injury. The liability from CMHA would be transferred to the outside agency through the signing of a release. Separate coverage, however, would have to be secured by CMHA for the Community Service Program.

A Memorandum of Agreement (MOA) with the County welfare agency to help identify residents who no longer have income and are non-working will be critical to properly implement the community service requirement. A MOA is being secured from the Cuyahoga Department of Health and Human Resources, which oversees the Cuyahoga Work and Training Agency, Adult and Senior Protective Services, Children and Family Services, and Health and Nutrition.

Attachment D

PHA Management Organizational Chart



Attachment E
Capital Fund Program 5-Year Action Plan

See attached schedules.

(file oh003e01)

Attachment F

Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments?
30 developments
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)?
21 developments
- c. How many Assessments were conducted for the PHA's covered developments?
An assessment was conducted for each of the 30 developments that were subject to the Required Initial Assessments.
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments?
None of CMHA's developments are appropriate for conversion.
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

Attachment G

Comments of Resident Advisory Board

See attached document.

(file oh003g01)

Attachment H

Public Housing Asset Management Table

See attached table.

(file oh003h01)

Attachment I
Public Comments and Response

See attached documents.

(file oh003i01)

Attachment J
Strategy for Addressing Impediments to Fair Housing Choice

ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE	
Major Impediments Identified in Consolidated Plan	CMHA Action Plan
Lack of a coordinated approach to fair housing throughout the Cuyahoga County region.	Development of Agency Plan included review of the housing needs assessment of the Consolidated Plan(s) and collaboration with City and County housing administrators.
Inadequate enforcement measures by the U.S. Department of Housing and Urban Development to ensure recipients of CDBG funds are taking actions to affirmatively further fair housing.	Outside the control or influence of CMHA
NIMBY-ism attitudes among community residents.	Deconcentration in public housing. Landlord outreach and housing opportunity counseling in Section 8 program.
Inadequate supply of public housing.	Expanded Section 8 program size, replacement housing, tax credit development, homeownership development and site based section 8 assessment.
Existence of a dual housing market –or one market for blacks and a separate market for whites.	Analysis of minority needs and measures to serve. Race/ethnicity tracking of the families served and location housed. Coordination with Cuyahoga Plan to follow-up on all reported cases of discrimination. Adequate payment standards to provide access to neighborhoods of low poverty and minority concentration.
Lending industry refused to support the lending demands of low-income and minority neighborhoods.	Homeownership Program with Community Reinvestment Act participation
Inadequate public transportation system contributes to segregation by limiting suburban job opportunities for urban residents.	Payment standards aligned to cost of rental housing throughout jurisdiction. Identification of areas of opportunity with adequate transportation as part of family briefing. Study to determine feasibility of deducting travel costs related to employment from the calculation of income.
Discrimination against, and scarce and limited housing opportunities for persons with disabilities.	Preference for families referred by supportive service agencies for 700+ families and public housing stock supply study.
Discrimination against persons under the protected classes in provision of property insurance	Inclusion of property insurance participation in affordable homeownership program.

Attachment K

Pet Policy

Summary of CMHA Pet Policy

CMHA defines “pet” to mean dogs, cats, parakeets, canaries, finches, hamsters, guinea pigs, fish and turtles. Any animals not included in the definition are excluded. Cats and dogs are distinguished from other pets as “fur-bearing” animals. There is a specified size restriction for cats and dogs, and they must be licensed and registered. Animals specifically trained to assist, support, or provide service to persons with disabilities, are not considered pets for the purposes of this policy.

Although the Pet Policy is applicable for all CMHA properties, only elderly or handicapped residents of high-rise or elderly properties are allowed to have fur-bearing pets (dogs and cats). For FY2002, CMHA is amending this policy to allow residents of CMHA single-family scattered site housing to own dogs and cats that are within the specified size restriction. All other defined pets may be kept at any CMHA property.

Pets must be appropriately leashed, caged, or contained when moving through a building, and will not be permitted in any public meeting or community rooms, dining areas, laundry rooms or other public gathering spaces. All pets must be registered with Management, and a Pet Security Deposit equivalent to one month's rent is required. The Pet Policy also lists the registration process, discusses sanitation, defines unacceptable behavior, and the need to identify an alternate caretaker.

This Pet Policy is included in the CMHA Admissions and Continued Occupancy Policy (ACOP), which was subject to the same public review and Public Hearing process as the FY2001 PHA Plan. It was adopted at the November 1, 2000 Board of Commissioners meeting, and was amended at the October 3, 2001 Board of Commissioners meeting.

Attachment L

Progress Statement on Goals and Objectives

Progress in meeting Goals and Objectives of the Five-Year Plan (2000-2004) through July 2003:

Section 8 program:

- achieved high-performer rating from HUD for 2000, 2001 & 2002 performance under SEMAP
- achieved 98% voucher utilization during 2000, increased it to 99.6% in 2002 & 100% in 2003
- applied for 50 vouchers under HUD's FY2003 Mainstream allocation
- applied for and received 198 vouchers under HUD's FY2002 Fair Share allocation
- applied for and received 816 vouchers under HUD's FY2001 Fair Share allocation
- applied for and received 643 vouchers under HUD's FY2000 Fair Share allocation
- applied for and received 200 non-elderly disabled vouchers in 2000
- increased payment standard to maximum level allowed by HUD
- implemented Homeownership program in 2003
- implemented a web-site to provide housing information for tenants and landlords, and promote fair housing opportunities
- developed a working relationship with current owners and recruited new owners through formation of a Section 8 Advisory Council, a Quarterly Newsletter, and annual conferences in 2000, 2001 and 2002

Public Housing program:

- increased occupancy (reduced vacancies) by 412 units in 2002, and 184 through June 2003
- decreased vacancy rate adjusted for modernization from 8.1% at 12/99 to 5.4% as of 6/30/03
- maintained standard performer designation and improved scores under PHAS with 82.7% in 2000 to 84.5% in 2001 to 87.5% in 2002
- improved PHAS score under Resident Satisfaction indicator from 8.4 in 2000 to 8.5 in 2001 to 8.7 in 2002 (of 10 possible points)
- submitted Designated Housing Plan for the elderly to HUD in 2000, which was approved and implemented in 2001, and was amended in 2002
- submitted Site-based Waiting List Plan to HUD in 2000
- partnered with the Cleveland Housing Network to submit two tax credit applications in 2001 for development of Carver Park replacement public housing units and new unsubsidized housing for the NOAH/Hope project – resubmitted and received in 2002
- submitted a FY2001 HOPE VI application for Valleyview Homes – will resubmit in 2003
- neared completion of 1993 HOPE VI with final phase of 111 units at Outhwaite in 2002
- moved 1995 HOPE VI project toward implementation with completion of design work and selection of a developer in 2002 – demolished 373 units and began phase 1 of construction
- moved 1996 HOPE VI project toward implementation with successful design charrette in 2001, and anticipated selection of developer in 2003 – started construction at Lakeview in 2002
- proceeded with demolition plans - 135 Riverview family units (2000), 142 Carver Park units (2001) + 241 (2003), 270 King Kennedy North units (2002), and 102 Outhwaite units (2003)
- implemented replacement housing strategy for King Kennedy North (including replacement units for Outhwaite) - units demolished in 2002 - construction of 98 new units began in 2003
- evaluated public housing stock as part of needs analysis completed in 2000
- completed Housing Conversion assessment in 2001
- assessed effectiveness of supportive services provided by the Resident Services department, and implemented reorganization in 2001

Attachment M

Resident Membership of the PHA Governing Board

Cuyahoga Metropolitan Housing Authority Board of Commissioners:

	Appointing Authority	Current Term	Term Expires	Name of Commissioner	Date Appointed
1	Cleveland Mayor	10/02 - 10/05	10/24/2002	Rev. Larry L. Harris, Sr.	11/21/01
2	Cleveland Mayor	10/01 - 10/04	10/24/2004	Doris Jones (resident)	1/9/02
3	Cleveland City Council	10/02 - 10/05	10/24/2002	Robert C. Townsend II Chairman	2/3/88
4	Cleveland City Council	10/01 - 10/04	10/24/2001	Dwayne Browder (resident) Vice-Chairman	3/12/90
5	East Cleveland	10/00 - 10/03	10/24/2003	Mae E. Stewart	4/7/99

Background:

In the State of Ohio, public housing agencies are created under chapter 3735 of the Ohio Revised Code as Metropolitan Housing Authorities. The territorial limits of a housing authority are defined by the state director of development, which for CMHA includes all of Cuyahoga County except for Chagrin Falls Township.

The board of a housing authority shall consist of five members appointed for three year terms and shall serve without compensation. For any housing authority district that contains a population of at least one million, as does the Cuyahoga MHA:

- two members shall be appointed by the municipal legislature authority of the most populous city in the territory;
- two members shall be appointed by the chief executive officer of the most populous city in the territory; and
- one member shall be appointed by the chief executive officer, with approval of the municipal legislature authority, of the city which has the second highest number of housing units owned or managed by the authority.

After March 15, 1983, at least one of the board members appointed by the chief executive officer of the most populous city shall be a resident of a dwelling unit owned or managed by the housing authority.

Attachment N

Membership of the Resident Advisory Board

The Resident Advisory Board for the FY2004 PHA Plan process consists of:

Public Housing members:

Jay Arrington
Lillian Davis
Maggie Larry
Barbara Tate

Section 8 members:

Ruby Anderson
Sheila Babus
Lynnda Goldsborough
Carla Griffin

Attachment O

Section 8 Project-Based Vouchers

The Cuyahoga Metropolitan Housing Authority (CMHA) will complete the initial implementation of a Project-based Voucher Program during 2004. The size of the program will not exceed 20% of the tenant-based voucher program within CMHA's jurisdiction. CMHA will exercise this option with the goal of making affordable units available to low-income families in areas that: 1) meet HUD's deconcentration criteria, and 2) will encourage property owners to convert existing units, construct new units, or upgrade existing rental housing stock, thereby increasing the number of units available to low income families.

The total number of project-based units will not exceed 20% of the baseline number of units in the tenant-based voucher program, and CMHA will not allocate vouchers currently issued or under contract for this purpose. CMHA will initiate this program by entering into a contract with one developer for 40 units during 2004.

The goal for future developments using project-based assistance will be consistent with HUD's directive to award them in census tracts with poverty rates of less than 20%, as will be determined from 2000 census data, unless specific exceptions are identified that would require HUD approval, and will result in a reasonable choice of buildings or projects to be provided project-based assistance when CMHA solicits applications.

CMHA believes that project-based assistance is needed in Cuyahoga County to increase the number of rental units made available to Section 8 program participants in low poverty areas. The new provisions of the project-based program make it more feasible to expand assisted housing opportunities into these areas and could assure their availability for a period of up to 10 years.

Project-based voucher assistance provided by CMHA would be consistent with new HUD regulations, which include some of the following provisions: project-based assistance may now be used for existing units in addition to newly constructed or rehabilitated units; project-based assistance is now capped at 25% of the dwelling units in any one building, with exceptions for single family properties and dwelling units specifically for the elderly families, disabled families, or families receiving supportive services; project-based assistance may now be provided for a term of up to 10 years, subject to the future availability of appropriated funds; and other administrative issues concerning rents, tenant selection, family choice to move, vacant units, unit inspection and housing quality standards. CMHA has guidelines for public advertisement and competitive selection of units to be assisted with project-based voucher assistance.

Attachment P

Section 8 Homeownership Capacity Statement

The Cuyahoga Metropolitan Housing Authority will require that financing for the purchase of a home under its Section 8 Homeownership program will: be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements, or comply with generally accepted private sector underwriting standards. The required minimum down payment is 3% with at least 1% of the down payment from the family's resources.

CMHA has a Homeownership Manager on staff, solely dedicated to the development and management of this program.